

*EW*  
EYES ONLY

~~CONFIDENTIAL~~

6 September 1962

MEMORANDUM FOR: Director of Training

SUBJECT : Weekly Report No. 30  
23 August - 5 September 1962  
Assessment and Evaluation Staff

I. SIGNIFICANT ITEMS

None

DOC	10	REV DATE	11 MAR 80	REV	025251
ORIG COMP	11	OR	11	TYPE	02
ORIG CLASS	5	PAGES	2	REV CLASS	C
JUST	22	NEXT REV	2010	ACT	MR 70-2

II. OTHER ITEMS

1. Of the 19 JOT's who entered the present course after it was under way, all have now completed the written assessment materials through Saturday testing sessions. Because other demands on the Staff have precluded completion of the regular intensive assessment process on these 19, their files were reviewed and interviews scheduled for next week for those who presented questions which we felt merited a further look.

2. A review of our data on the processing time for testing data on applicants reveals that the average minimum time from receipt of data from the field until a written report leaves this office is about ten calendar days. Barring delays on the computer (which have not been extensive) or unusual demands on Assessment Staff time (which we have encountered this summer), the ten days is a realistic operating goal.

3. At the APA, two applicants were interviewed who showed sufficient promise to invite to Washington. [REDACTED] found that the 25X1A9a disapproval of even a modest sum for entertainment of prospective candidates was a considerable handicap to recruiting activity in the highly competitive employment market at the convention.

25X1A9a

4. At the request of [REDACTED] will spend Monday and Tuesday of next week (10 and 11 September) at [REDACTED] to confer with the OC and OFC instructors on evaluation procedures in the upcoming runnings of those courses. 25X1A6a

EYES ONLY

*EW*  
~~CONFIDENTIAL~~

~~SECRET~~

EYES ONLY

CONFIDENTIAL

SUBJECT: Weekly Report No. 30  
23 August - 5 September 1962  
Assessment and Evaluation Staff

25X1A9a

5. C/A&E and [REDACTED] are due to return from their TFW assignment on 8 September 1962.

III. PERSONNEL

25X1A9a

6. [REDACTED] left our Staff on Friday, 31 August 1962.

25X1A9a

7. [REDACTED] will be joining us from the Cable Secretariat shortly; that office has approved her release, conditional upon their finding a replacement. Betty will take the GS-5 slot previously held by [REDACTED] who has assumed [REDACTED] duties. 25X1A9a

25X1A

for

Assessment and Evaluation Staff

CONFIDENTIAL

EYES ONLY